

# PROCEEDINGS

OF THE

# BOARD OF EDUCATION

OF THE

STATE OF ILLINOIS

AT A

REGULAR MEETING HELD AT NORMAL

DECEMBER 16, 1903



SPRINGFIELD, ILL.  
PHILLIPS BROS., STATE PRINTERS,  
1904.



# BOARD OF EDUCATION OF THE STATE OF ILLINOIS.

## OFFICERS AND MEMBERS.

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Enoch A. Gastman, Decatur .....	President.....
Alfred Bayliss .....	<i>Ex officio</i> member and secretary...
F. D. Marquis, Bloomington.....	Treasurer.....
Chas. L. Capen.....	Bloomington.....
William R. Sandham.....	Wyoming.....
E. R. E. Kimbrough.....	Danville.....
Mrs. Ella F. Young.....	Chicago.....
Peleg R. Walker.....	Rockford.....
Forrest F. Cook.....	Galesburg.....
Jacob L. Baily.....	Macomb.....
George B. Harrington.....	Princeton.....
W. H. Hainline.....	Macomb.....
Frank Horn.....	DuQuoin.....
Joseph L. Robertson.....	Peoria.....
B. O. Willard.....	Rushville.....
J. Stanley Brown.....	Joliet.....

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## STANDING COMMITTEES.

*Auditing and Finance*—Baily, Capen, Sandham.  
*Building and Grounds*—Capen, Kimbrough, Robertson.  
*Text Books and Course of Instruction*—Young, Kimbrough, Horn.  
*Teachers and Salaries*—Walker, Young, Harrington.  
*Practice Department*—Sandham, Young, Brown.  
*Library and Museum*—Cook, Hainline, Willard.

## ORDER OF BUSINESS.

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1. Reading, amending and adopting minutes.
  2. Election of officers.
  3. Report of the president of the Normal University.
  4. Treasurer's report.
  5. Report of special committees.
  6. Reports of standing committees, in order.
  7. Communications.
  8. Motions and resolutions.
  9. Unfinished business.
  10. General business.
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## CALENDAR FOR 1903-4.

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*Opening of Training School*—Aug. 31, 1903.

*Fall Term*—Sept. 7, 1903, to Nov. 25, 1903.

*Winter Term*—Nov. 30, 1903, to March 5, 1904.

*Spring Term*—March 15, 1904, to June 3, 1904.

*First Summer Term*—June 7, 1904, to July 16, 1904.

*Winter Recess*—Dec. 19, 1903, to Jan. 3, 1904.

*Spring Vacation*—March 6, 1904, to March 14, 1904.

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ANNUAL MEETING OF THE BOARD—June 2, 1904.

# PROCEEDINGS OF THE BOARD OF EDUCATION OF THE STATE OF ILLINOIS,

## REGULAR MEETING.

NORMAL, ILL., Dec. 16, 1903.

The Board of Education met in the office of the president at the university at 9:00 o'clock a. m.

Present—Messrs. Bayliss, Brown, Capen, Gastman, Harrington, Sandham, Walker and Willard.

The minutes of the regular meeting held at Normal, June 2, 1902, were approved, as printed.

The president of the university presented and read the following report, which was referred to the various committees for consideration.

## PRESIDENT FELMLEY'S REPORT.

### *To the Board of Education of the State of Illinois:*

MR. PRESIDENT AND MEMBERS OF THE BOARD—During the school year ending Aug. 28, 1903, the total enrollment of normal students was 1014. Seventy-two counties were represented.

The attendance in the normal department for the three terms since your last meeting, is as follows:

	Men.	Women.	Total.
First summer term.....	114	453	567
Second summer term.....	51	113	164
Fall term.....	57	245	302

New students were admitted to the normal department during the fall term as follows:

Men.....	19
Women.....	122
Total .....	141

Fifty-five of these are high school graduates.

During the fall term 54 counties were represented as follows:

Adams.....	3	McLean.....	91
Bureau.....	1	Macon.....	6
Champaign.....	4	Macoupin.....	3
Christian.....	5	Madison.....	5
Cilinton.....	2	Marion.....	4
Coles.....	1	Marshall.....	3
Cook.....	2	Mason.....	5
Crawford.....	1	Menard.....	2
DeWitt.....	4	Monroe.....	1
Douglas.....	3	Morgan.....	2
Edgar.....	1	Peoria.....	6
Edwards.....	1	Piatt.....	8
Ford.....	6	Pike.....	8
Franklin.....	1	Pope.....	2
Fulton.....	4	Putnam.....	1
Greene.....	8	Richland.....	1
Grundy.....	3	St. Clair.....	7
Hancock.....	3	Sangamon.....	2
Henry.....	2	Schuyler.....	2
Iroquois.....	6	Shelby.....	1
Jasper.....	1	Tazewell.....	13
Jefferson.....	3	Vermillion.....	2
JoDavies.....	1	Warren.....	1
Kankakee.....	6	Wayne.....	2
LaSalle.....	12	White.....	2
Lee.....	1	Woodford.....	13
Livingston.....	3	Other states.....	7
Logan.....	13		

The enrollment for the fall term was 118 less than during the corresponding term last year, a falling off of 23 per cent. There are doubtless various reasons for this decline which is shared to some extent by many other state normal schools in the west. Among the causes affecting us are the establishment and growth of other strong institutions within our immediate territory and the extraordinary demand for teachers.

The diminished attendance has reduced our classes to a size that makes the most thorough work possible. It has also afforded the faculty time and energy for outside work. County superintendents have been informed of our willingness to address teachers' meetings with no other compensation than our traveling expenses. In consequence our teachers are now called upon for more work of this character than for years before.

#### THE FACULTY.

Early in August, Miss Mary Judson Averett, our teacher of geography, then ill at her brother's home in New York, resigned. Her work in the department had been so vigorous, progressive and popular with the student body, that I felt we could not afford to lose her permanently. In subsequent correspondence she held out little hope of return to her work in the institution. Under the direction of our Committee on Teachers, Mr. Douglas C. Ridgley has been employed as professor of geography at a salary of \$2,000 for 39 weeks. Mr. Ridgley is a graduate of the Indiana State Normal School and of the Indiana State University. His experience includes almost every kind of public school work. For six years past he has taught in Chicago. At the time of his employment he was teacher of Physiography in the South Division High School. Mr. Ridgley has begun his work with characteristic energy. He has already collected a quantity of material for a geographical museum.

#### THE KINDERGARTEN.

The kindergarten, established one year ago, is amply justifying our expectations. The young women preparing especially for primary work are generally electing the kindergarten course of four hours per week recitations and lectures, and one hour daily practice in the kindergarten. The number of children admitted is limited to 40. It is recommended that the salary of the director, Miss Caroleen Robinson, be raised from \$60 to \$75 per month for the remainder of the school year of nine months.

### PHYSICAL TRAINING.

The work in this department has undergone marked improvement. All of the students of the entering classes are taking the work except in the few cases where physical weakness makes it inadvisable. The exercises include a variety of Swedish movement drills, marching, running, dancing, and games. There is no longer any pressure from the students to be excused. On the contrary, many advanced students who had completed our former requirements have asked permission to resume the work. The instruction includes a variety of school room games and exercises for young children.

With the trebling of the amount of gymnastic training has come a demand for additional apparatus. About \$90.00 have been expended in this direction. The room designed for a bowling alley has been ceiled, floored, plastered, wainscoted, and a bowling alley installed at a total cost of \$1,280.00. The installation of heating appliances and electric fixtures is not yet complete.

In personal qualities, in spirit, and in the character of her instruction, the new director, Miss Cummings, has proved a strong addition to our faculty. In the men's athletics she has received the best of aid from Messrs. Bawden and Stewart.

### MANUAL TRAINING.

In accordance with the plans previously reported to the board and approved at its last meeting, the northwest room of the basement of the main building was fitted up for shop work in manual training. Twelve Toles benches were installed and equipped with suitable tools. The instruction during the fall term consisted of bench work only. An additional course is now taught in paper and cardboard work for the primary grades, and in basketry for the intermediate grades. The instructor devotes fifteen hours per week to normal classes, seven hours to grammar grade classes, five hours to high school classes, besides Thursday evenings and Saturday forenoons to the teachers of the public school. At the benches the students make articles for personal use, for gifts, for the home, and for the use of the institution. A careful working drawing precedes the tool work. For the training department a detailed course has been arranged. For the lower grades the course consists of building with blocks, paper and card board work with coloring, textiles and basketry, group work in modeling a farm, an Indian village, a doll house and furnishings, and various geographical studies. For the grammar grades there is added knife-work, bench work, wood carving, and bent iron. Only a small portion of this course is now taught. The regular teachers have not yet acquired the necessary technical skill, and no student teacher has made the requisite preparation. As fast as student teachers are ready to do the work provision will be made in the daily program of the training department. The head of the department, Mr. Bawden, is proving an admirable instructor. In the fall term sixteen Normal students took the work. Now forty-eight are enrolled. An extra class has been formed to take the work after school, yet it has been necessary to turn away several applicants.

The \$300 appropriated for equipping the department has all been spent; it is recommended that an additional appropriation of \$300 be made to double the present outfit.

### THE PRACTICE SCHOOL.

Although the training department is in excellent working condition, there are a few people in Normal who are not satisfied with the agreement existing between the State Board of Education and the school board of the town of Normal by which a portion of the public schools is used as a training department. So far as I know, the active opposition is confined to people who were hostile to the union when made. They object to having their children "practiced upon" by normal students. A suit was begun in the November term of the McLean county circuit court against the normal school board

praying the court to declare the contract illegal and void, and to restrain the board from carrying out the contract. It is claimed by the petitioner that the local school board is not competent to enter into such contract, to permit student teachers to instruct classes, or to pay critic teachers employed by the State Board of Education. The suit has met with some delay. A meeting of citizens opposed to the union was held on December 8, to arrange for a petition to the school board to resubmit to the people of the district the question of the union. The meeting was not largely attended.

#### THE SUMMER SCHOOL.

The attendance at the summer school showed a gratifying increase over the preceding year, being 28 greater in the first term and 11 greater in the second term. Of the \$5,000 added to the appropriation of 1903-4 for summer school purposes, \$4,903.47 was used for extra salaries for the summer session. The term fees were \$761. There was a surplus remaining in the treasury of \$857.53.

It is probable that the St. Louis Exposition will prove a strong attraction for Illinois teachers, still I believe the attendance at our next summer school will be nearly as large as last year. It is recommended that there be offered in 1904 substantially the same course as in 1903, and that the Committee on Teachers and salaries be authorized to appoint the necessary additional teachers.

#### COURSE OF STUDY.

Heretofore no regular work in declamation or public speaking has been required of our students. The numerous volunteer organization, the Philadelphian and Wroughtonian societies, the Cicironian debating club, for young men, the Sapphonian society, the Girl Debating club, the Young Men's and Young Women's associations, together with the annual February contests in declamation and oratory, the annual debates with the State Normal School at Oshkosh and the speeches at commencement have furnished large opportunity for this sort of culture. Yet a somewhat extended investigation has revealed the fact that a large percentage of our students take no part whatever in this work, and that students have even graduated without availing themselves of any of these means. Some members of our faculty now have time to give to assisting pupils in these lines. The faculty therefore requests that some rhetorical work be required of all students, either in the volunteer student societies or in regular classes organized for this purpose, the required work not to exceed three exercises per term. The faculty also recommends that, inasmuch as the Theory of Physical Culture is now taught in connection with the regular courses in the gymnasium, the six weeks heretofore devoted to the Theory of Physical Culture be added to Course 1, in Reading, making that course 12 weeks in length.

#### LOUISIANA PURCHASE EXPOSITION.

It is expected that this institution will prepare an exhibit for the St. Louis Exposition. The Illinois Commission has set aside \$300 for each of the State Normal schools. The exhibit requested will include a topographical map of the grounds, photographs of the grounds and buildings, photographs of the interior views of the libraries, class rooms, laboratories, etc., publications of the school, theses of the students, graduate and and undergraduate, a description of the methods of instruction, charts and catalogues setting forth the courses of study, equipment, maintenance history and purpose of the school, a collection of work done by pupils in the practice school, a representative collection of students' written work with special reference to those forms peculiar to normal schools, and pamphlets for free distribution descriptive of the exhibit and the school. From this particular list of the features of the proposed exhibit it is evident that \$300 will not go very far. It is requested that an additional sum of \$300 or so much thereof as may be necessary, be appropriated from the general fund.



## BUILDINGS AND GROUNDS.

The gardener employed last March closed his work with us October 31. During the term of his service several additional flower beds were planted on the grounds, also a large number of trees, shrubs and vines, as reported at last meeting. In the school garden the portion devoted to flowering shrubs and perennials is now nearly planted. The portion of the garden devoted to flowering annuals, to the ordinary kitchen garden for the primary grades, and for the growth of the rarer sorts of vegetables and old English herbs received the best of attention during the summer and we have been greatly pleased with the results obtained in that department of his work. It would be better to employ for next year a younger man who has been trained in the planting and care of extensive grounds. I am in correspondence with two such men and would request that such employment be authorized. Of the special appropriation of \$2,000 made by the Legislature for the further improvement of our grounds, none has been spent except a small amount for flowering plants, and for fencing the school garden.

In accordance with the action of the board at its last meeting the following expenditures have been made.

Painting outside woodwork of all buildings.....	\$ 778 73
Frescoing side walls of University Hall.....	100 00
Painting walls and frescoing Library.....	839 27
Painting interior woodwork, Main Building.....	1,196 27
Rebuilding south wall of Grammar School.....	373 00
School desks and blackboards in Training School.....	289 44
Completing and furnishing bowling alley.....	1,281 30
Fencing about school garden.....	102 50

The above does not include the architect's fee, nor the expense of ventilating the gymnasium, nor of additional steam radiators nor electric fixtures for gymnasium. It will be observed that most of these expenditures considerably exceed the estimates. In view of the cost of the other improvements in the gymnasium, it was thought best not to undertake the completion of the natatorium.

Under the direction of the Committee on Buildings and Grounds, the following additional repairs were made,

Additional gymnasium apparatus.....	\$ 93 50
Desks and furniture for teachers.....	117 00
Linoleum and rugs for faculty cloak rooms.....	98 38
Partition in women's cloak room.....	104 97
Fitting up boys' cloak room.....	68 35
Miscellaneous carpenter's repairs.....	118 00
Repairing stone steps at entrance Main Building.....	63 15
New roof on boiler room.....	158 80
Covering steam pipe with asbestos.....	48 11
Renewing and repairing pumps, steam traps, etc.....	354 08
Repairs on ventilating system.....	68 00

In addition to these, further bills for repairs on ventilating system and for plumbing are due. These extraordinary repairs for which no special appropriations were made, have nearly exhausted the balance in our treasury.

## LIBRARY REPORT.

Circulation June 8 to Dec. 14.

Books.....	9,330	Pictures.....	1,929
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The circulation of books is 1,665 volumes less than that of a year ago. This is caused partly by the smaller school, partly by the closing of the library to the students during the first part of the fall term, and partly by the different demands made upon the students by the new teachers.

## Books purchased since June 1, 1903.

Agriculture and horticulture.....	4 vols.	Literature.....	7 vols.
Chemistry and physics.....	14 vols.	Manual training.....	29 vols.
Civics and economics.....	8 vols.	Music.....	6 vols.
General reference.....	19 vols.	Pedagogy and psychology.....	6 vols.
Geography.....	17 vols.	Reading.....	1 vol.
History.....	12 vols.		
Juveniles.....	4 vols.	Total .....	129 vols.
Kindergarten.....	2 vols.		

Most important single purchase: Encyclopedia Americana in 16 volumes.

Most important gifts received: Annual reports Massachusetts Board of Mediation and Arbitration, five volumes; annual reports New York Board of Mediation and Arbitration, two volumes; annual reports of Conferences of National Civic Federation, two volumes.

## PUBLIC SCHOOLS.

A good beginning has been made in working with the public schools. The teachers have been supplied with reference books for themselves and pictures for the class work. Pupils in the advanced grades have drawn out special references for their lessons as required. A set of 26 assorted volumes was sent to the West Side school and circulated there for nearly two months. Reading lists have been made for the grades below the High school and the pupils have drawn out the books under the same rules as those limiting the pupils of the Training school. The course of study is used as a guide in making these lists. Part of the books bear directly on the lessons. The rest are either nature books or are selected for their literary value.

Miss MacLochlin, the new assistant, is excellent. Her character, disposition, intelligence and training all fit her for filling her position, and the result is thoroughly satisfactory.

## FINANCES—GENERAL FUND.

The following exhibit of probable receipts and expenditures up to July 1, 1904, is submitted:

RECEIPTS.			
Balance on hand.....		\$ 5,066 05	
From State Treasurer.....		27,500 00	
Term fees.....		1,200 00	
Rents.....		300 00	
			\$34,066 05
EXPENDITURES.			
Salaries.....		\$26,455 85	
Contingent.....		1,000 00	
Library.....		500 00	
Science.....		350 00	
Board of Education.....		400 00	
Fuel.....		2,000 00	
Catalog and advertising.....		625 00	
Architect.....		200 00	
Police service for grounds.....		85 00	
Diplomas.....		50 00	
Extra labor on campus.....		100 00	
Pending bills for repairs.....		670 00	
			\$32,435 85
Probable balance July 1, 1904.....			\$1,630 20

Respectfully submitted,

DAVID FELMLEY.

The treasurer presented and read the following report, which was referred to the Committee on Auditing and Finance:

### THE TREASURER'S REPORT.

*To the Board of Education of the State of Illinois.*

Mr. President and Members of the Board—My last report as your treasurer included May 29 and showed a balance on hand of \$5,769.72. The receipts have since amounted to \$37,442.53 from the following sources, viz.:

State Treasurer.....	\$35,000 00
Tuition and term fees.....	2,144 00
Sundry sales.....	103 96
Land rent and interest.....	194 51
<b>Total.....</b>	<b>\$37,442 53</b>

The disbursements, amounting to \$35,618.70, are shown by 71 vouchers, which are returned herewith, together with a statement of account in detail. The amount now on hand is \$7,593.55.

Respectfully submitted,

F. D. MARQUIS, *Treasurer.*

F. D. Marquis, treasurer, in account with the Board of Education of the State of Illinois.

DR.

1903				
May	29	To balance.....		\$ 5,769 72
June	13	Felmley, David, tuition.....	\$ 744 50	
July	3	Singing books.....	15 00	
July	18	Felmley, David, tuition.....	600 00	
July	18	State Treasurer.....	21,250 00	
July	28	Felmley, David, sundry sales.....	32 08	
Sept.	14	Felmley, David, tuition.....	161 00	
Oct.	10	State Treasurer.....	13,750 00	
Nov.	20	Augustine & Co., land rent.....	190 00	
Nov.	23	Augustine & Co., interest.....	4 57	
Dec.	11	Felmley, David, sundry sales.....	56 88	
Dec.	11	Felmley, David, term fees.....	638 50	
				<b>37,442 53</b>
				<b>\$43,212 25</b>
Dec.	14	To balance.....		<b>\$7,593 55</b>

CR. BY VOUCHERS.

2919	Gastman, E. A.....	\$ 10 00
2920	Bayliss, Alfred.....	10 00
2921	Brown, J. Stanley.....	20 00
2922	Walker, P. R.....	41 00
2923	Young, Mrs. Ella F.....	9 00
2924	Cook, Forrest F.....	10 00
2925	Sandham, Wm. R.....	24 00
2926	Capen, Charles L.....	101 65
2927	Lincoln Coal Co.....	539 57
2928	Pantograph Printing & Stationery Co.....	55 92
2929	Phoenix Nursery Co.....	8 70
2930	Phoenix, F. S.....	125 15
2931	Stewart, Watson.....	52 88
2932	Felmley, David.....	69 85
2933	Crisler, C.....	15 50
2934	Hunt, S.....	13 90
2935	Crisler, C.....	8 67
2936	Read & White.....	61 30
2937	Fritter, E. A.....	107 90
2938	Felmley, David.....	66 50
2939	Felmley, David.....	<b>3,223 58</b>

## Vouchers—Concluded.

2940	Rogers, R. C.	\$ 17 10
2941	Felmley, David.	30 00
2942	Felmley, David.	15 00
2943	Felmley, David.	34 85
2944	Felmley, David.	2,916 17
2945	Felmley, David.	500 00
2946	Felmley, David.	500 00
2947	Felmley, David.	3,177 84
2948	Gaston, F. L.	102 50
2949	Felmley, David.	3,100 41
2950	Felmley, David.	1,987 80
2951	Felmley, David.	66 89
2952	Warren & Richardson.	778 73
2953	Trapp, J. B.	400 00
2954	The Pantagraph.	7 50
2955	Nelle, Stephen J.	17 25
2956	Toles, W. C. Co.	204 00
2957	Eugene Dietzgen Co.	13 40
2958	Spaulding, A. G. & Co.	16 50
2959	Huffington, R. M.	325 00
2960	Huffington, R. M.	48 00
2961	Felmley, David.	3,839 18
2962	Trapp, J. B.	300 00
2963	Trapp, J. B.	75 00
2964	Felmley, David.	80 79
2965	Rogers, R. C. & Co.	17 55
2966	Pantagraph Printing & Stationery Co.	303 00
2967	Felmley, David, president.	500 00
2968	Felmley, David, president.	200 00
2969	Warner & Richardson.	500 00
2970	Horace, Partridge & Co.	56 00
2971	Spaulding, A. G. & Co.	21 00
2972	Holder, Athey & Co.	82 60
2973	Eckhardt, F.	31 45
2974	Higgings, Jung, Kleinan Co.	63 15
2975	Felmley, David.	3,751 22
2976	Pantagraph Printing & Stationery Co.	48 90
2977	Rhodes, J. J.	12 00
2978	Felmley, David.	268 40
2979	Thomas, Lewis B. & Son.	50 00
2980	Dreer, Henry A.	29 23
2981	Brunswick-Balke Callendar Co.	747 50
2982	Warner & Richardson.	696 27
2983	Felmley, David.	531 30
2984	Champion, George.	260 83
2985	Keiser, Van Leer Co.	354 08
2987	Huffington, R. M.	189 35
2988	Felmley, David.	15 54
2989	Huffington, R. M.	4 50
2990	Felmley, David.	3,805 85
	Balance	\$35,618 70
		7,593 55
		\$43,212 25

President Felmley presented the following reports of accounts with the contingent, library, physical science and biological science funds, which were referred to the Auditing and Finance Committee:

## ILLINOIS STATE NORMAL UNIVERSITY.

## David Felmley, President, in Account with the Contingent Fund:

RECEIPTS.			
June	1 Balance	\$ 53 91	
July	2 Order No. 2945	500 00	
October	6 Order No. 2967	500 00	
			\$1,053 91

## Illinois State Normal University—Continued.

EXPENDITURES.	
Vouchers.	
1	J. D. Robinson, plants for bedding..... \$23 15
2	Lora Dexheimer, petty items..... 6 00
3	George Champion, repairs on conductor..... 11 60
4	C. W. Klemm, commencement decoration..... 7 16
5	Carl Riebsame, tuning three pianos..... 9 00
6	C. C. Lewis, printing..... 9 50
7	Home Telephone Co., for May service..... 3 33
8	Marshall Field & Co., ribbon..... 11 25
9	Elizabeth Mavity, materials for sewing..... 5 04
10	C. S. Neeld, P. M., stamped envelopes..... 25 45
11	Mark Perry, freight..... 1 80
12	C. S. Neeld, P. M., stamps..... 8 00
13	Mark Perry, express charges..... 1 72
14	A. D. Rickel & Son, 1 barrel clay..... 1 50
15	Central Union Telephone Co., May and June..... 6 50
16	C. C. Lewis, printing and cards..... 11 25
17	Home and School Dec. Co., cotton yarn..... 2 00
18	J. E. Burke & Co., commencement programs..... 16 00
19	Binney & Smith Co., 12 gross crayon..... 2 60
20	McKnight & McKnight, sundry supplies..... 3 33
21	Pantagraph Print, & Stationery Co., invitations to lectures..... 4 00
22	Carter Harris, reception expenses..... 17 50
23	W. B. Kemp, express art exhibit..... 6 25
24	Home Telephone Co., service for July..... 3 33
25	Daisy Dunton, construction work..... 1 75
26	Town of Normal, water for quarter..... 22 44
27	G. W. Thomas, blacksmithing..... 3 95
28	Lora Dexheimer, supplies for primary..... 1 40
29	Marshall Field & Co., burlap..... 72
30	B. & N. R. E. & H. Co., electric light..... 12 00
31	Martens-Leary Co., repairing mower..... 5 50
32	Normal Novelty Works, brackets for shades..... 3 50
33	A. Washburn & Sons, rent of palms..... 2 00
34	P. P. & S. Co., neostyle supplies..... 4 60
35	P. P. & S. Co., primary supplies..... 2 35
36	Keiser VanLeer Co., repairs on pump..... 20 50
37	C. W. Klemm, warp for construction work..... 1 07
38	R. M. Huffington, weaving board..... 2 25
39	G. H. Read & Bro., lawn mower..... 15 50
40	David Feimley, express, drayage, etc..... 16 29
41	C. S. Neeld, P. M., box rent and stamped envelopes..... 23 20
42	C. S. Neeld, P. M., stamps..... 18 00
43	C. S. Neeld, P. M., stamps..... 20 00
44	Home Telephone Co., July service..... 3 33
45	C. S. Neeld, P. M., stamps..... 9 00
46	E. J. Metcalf, 5 scythe blades..... 1 25
47	B. & N. R. E. & H. Co., July service..... 2 80
48	Mark Perry, for C. & A. freight on tools..... 6 56
49	W. P. Kemp, express on catalogs..... 5 50
50	Henry A. Dreer, tree labels..... 4 50
51	Gibson Soap Co., 1/2 bbl. soap..... 6 50
52	Central Union Telephone Co., July and August..... 4 00
53	C. A. Burner, paper and cutting..... 2 19
54	R. M. Huffington, building music stand..... 42 50
55	Continental Brush Co., 8 brushes..... 16 17
56	George Champion, repairs and paint..... 44 44
57	Mark Perry, hauling pumps..... 2 25
58	Home Telephone Co., service for August..... 3 33
59	C. E. Sloneker, Agent, freight and drayage..... 2 10
60	P. P. & S. Co., primary supplies..... 9 60
61	G. H. Read & Bro., batteries, Etc. Bell..... 4 50
62	R. E. Hurst, fitting keys..... 1 00
63	J. H. Fischer & Bro., songs..... 1 70
64	J. F. Riggs, 3 doz. class books..... 9 00
65	The Macmillan Co., 12 Child Life first readers..... 2 80
66	Thomas Charles Co., primary supplies..... 19 74
67	P. P. & S. Co., stationery..... 20 20
68	James Gray, electrical repairs..... 4 80
69	Read & White, stationery..... 53 90
70	C. W. Klemm, oil cloth..... 2 40
71	B. & N. Ry. E. & H. Co., electric light..... 10 65
72	McKnight & McKnight, M. T. supplies..... 13 19
73	McKnight & McKnight, plan books..... 2 90
74	American Express Co., on gymnasium outfit..... 3 70
75	Cent. Union Telephone Co., service Sept. and Oct..... 4 00
76	Standard Oil Co., oil and tanks..... 20 40

*Illinois State Normal University—Continued.*

Vouchers.			
77	Home Telephone Co., September service.....	\$ 3 33	
78	Mary Judson Averett, map of Europe.....	2 00	
79	C. S. Neeld, P. M., box rent and stamps .....	3 80	
80	Normal Transfer Co., drayage.....	2 50	
81	C. S. Neeld, postage on catalog.....	5 96	
82	Western Union Telephone Co., September service.....	2 43	
83	U. S. Express Co., express charges on plants.....	6 05	
84	Town of Normal, water supply.....	10 89	
85	A. B. Dick Co., mimeograph supplies.....	10 50	
86	Ginn & Co., music.....	2 97	
87	Read & White, waste baskets.....	2 96	
88	G. W. Thomas, blacksmithing.....	2 40	
89	B. & N. Ry. Elec. & H. Co., light.....	15 75	
90	Macmillan Co., 12 first readers.....	2 80	
91	W. H. Wheeler & Co., supplement readers.....	1 44	
92	Home Telephone Co., October service.....	3 33	
93	A. E. Elbe, clock repairs.....	5 00	
94	Fred Miller, extra labor on grounds.....	1 00	
95	Philip Harris, labor.....	3 00	
96	B. & N. Ry. Elec. & Heat Co., service.....	32 67	
97	Clarissa Ela, art department sundries.....	8 81	
98	Whitall, Tatum Co., felt and cork, geological dept.....	4 25	
99	H. Schultz & Co., boxes for geological dept.....	9 38	
100	Vaughan's Seed Store, tulip bulbs.....	10 50	
101	Central Union Telephone Co., November.....	2 40	
102	Read & White, pens and railroad guide.....	5 50	
103	P. F. & S. Co., primary supplies.....	9 91	
104	P. F. & S. Co., office supplies.....	2 25	
105	O. E. Ernst, mops and lamp supplies.....	2 60	
106	David Felmley, petty expense.....	11 35	
107	Home Telephone Co., November service.....	3 33	
108	Caroleen Robinson, petty expenses.....	2 87	
109	Clarence Crisler, laundering towels.....	5 20	
110	Ben W. Smock, street car fare.....	2 55	
111	D. C. Ridgley express charges.....	1 10	
112	Lora Dexhelmer, primary supplies.....	1 75	
113	Mrs. Sherman Hunt, laundering towels.....	18 50	
114	Blanche Champion, piano playing in gymnasium.....	12 00	
	Balance on hand.....		\$949 01
			104 90

An appropriation of \$1,000 is requested for the next six months.

DAVID FELMLEY.

ILLINOIS STATE NORMAL UNIVERSITY.

*David Felmley, President, in account with the Library Fund:*

		RECEIPTS.		
June	1	Balance on hand.....	\$ 71 12	
July	2	Order No. 2946.....	500 00	
				<u>\$571 12</u>
Vouchers.		EXPENDITURES.		
1	American Park and Outdoor Art Association.....	\$ 2 00		
2	Wm. F. Butler, "Art of Living Long".....	1 50		
3	A. C. McClurg & Co.....	33 81		
4	P. F. & S. Co., binding.....	5 10		
5	Will McKnight, Pantagraph.....	2 50		
6	Dodd, Mead & Co., vols. 9 and 10, Int. Cyclop.....	9 60		
7	Thomas Sinnott, Scientific American.....	3 00		
8	U. of C. Press, Elementary School Tr.....	1 50		
9	A. C. McClurg & Co., books.....	9 83		
10	Ange V. Milner, sundries for library.....	6 05		
11	Ange V. Milner, picture case.....	25 00		
12	Dodd, Mead & Co., vol. 11, Int. Cyclop.....	4 80		
13	Chester Marquis, services in library.....	36 00		
14	McKnight & McKnight, periodicals.....	107 70		

*Illinois State Normal University—Continued.*

Vouchers.			
15	P. P. & S. Co., binding.....	\$170 40	
16	Library Bureau, pamphlet boxes.....	24 40	
17	P. P. & S. Co., manila cards.....	6 00	
18	A. C. McClurg & Co, books.....	7 10	
19	A. C. McClurg & Co.....	48 91	
20	Pub. Sch. Pub. Co., Home and Sch. Ed., to June, 1904.....	1 25	
21	A. C. McClurg & Co., books.....	14 76	
22	Scientific Amer. Club, 16 vols. Cyclop.....	88 00	
23	John M. Hell, McMaster's Com. Paper.....	2 25	
24	The Vidette, Hist. of Lit. and College Songs.....	2 25	
25	Harry Falkenau, Quart. Jour. of Ed.....	1 50	
26	McKnight & McKnight, periodicals.....	1 50	
27	A. C. McClurg & Co. books.....	29 16	
Balance (overdrawn).....			\$646 17
			75 05
			\$571 12

An appropriation of \$500 is asked for the next six months,

DAVID FELMLEY, *President.*

ILLINOIS STATE NORMAL UNIVERSITY.

*David Felmley, President, in account with the Physical Science Fund:*

		RECEIPTS.	
October 6	Balance on hand June 1.....	\$ 87 50	
	Order No. 2968.....	200 00	\$287 50
		EXPENDITURES.	
Vouchers.	1 John H. Ellis, air pump.....	\$60 00	
	2 Arthur E. Stout, chemicals.....	3 44	
	3 Normal Novelty Works, inertia balances.....	11 80	
	4 Chicago Lab. Supply and Scale Co., apparatus.....	50 11	
	5 Chicago Lab. Supply and Scale Co., filter paper.....	2 75	
	6 E. H. Sargent & Co., chem. glassware.....	40 34	
	7 Union Gas and Electric Co., gas 3 months.....	2 75	
Balance on hand Dec. 15.....			\$171 19
			116 31
			\$287 50

An appropriation of \$200 is requested for the next six months.

DAVID FELMLEY, *President.*

ILLINOIS STATE NORMAL UNIVERSITY.

*David Felmley, President, in account with the Biological Science Fund:*

		RECEIPTS.	
Balance on hand June 1.....		\$ 41 24	
Order No. 2889.....		150 00	\$191 24

*Illinois State Normal University—Continued.*

Vouchers.	EXPENDITURES.		
1	William Wood & Co., Hutchinson food.....	\$ 3 00	
2	John Stewart, laboratory supplies .....	11 28	
3	N. A. Harvey, laboratory supplies .....	3 85	
4	G. H. Read & Bro., grafting and budding knives.....	5 40	
5	Colburn, Birks & Co., 1 barrel scientific alcohol.....	20 84	
6	A. A. Spfung, turtles and worms .....	2 00	
7	Carter Harris, feed for animals .....	6 10	
8	B. P. Colton, current expenses .....	12 50	
9	A. Booth & Co., fish .....	1 20	
10	Holcomb, plucks .....	12 50	
11	A. Booth & Co., fish .....	4 15	
12	Frank Schenfeldt, zoölogy excursion.....	1 00	
13	B. F. McCurdy, frogs.....	1 50	
14	Frank Schenfeldt, team for clams .....	3 00	
15	A. A. Spfung, frogs and crayfish .....	6 00	
16	Frank Schenfeldt, team for clams and plucks .....	4 00	
17	A. A. Spfung, frogs and crayfish .....	6 00	
18	B. P. Colton, frogs.....	6 00	
	Balance on hand Dec. 15, 1903 .....		\$110 32
			50 92
			\$191 24

An appropriation of \$150 is requested for the next six months.

DAVID FELMLEY.

#### UNPAID BILLS.

The following unpaid bills were referred to the Committee on Auditing and Finance:

#### BILLS TO BE PAID FROM GENERAL FUND.

Cole Bros., carpets .....	\$ 93 39
Kelser-VanLeer Co., asbestos covering for pipes.....	48 11
Johnson Temp. Controlling Co., repairs on vent. plant .....	96 54
R. M. Huffington, carpentering repairs .....	108 00
Clarence Crisler, police service, June 27 to Nov. 16.....	85 00
Pantagraph P. and S. Co.....	6 75
Arthur L. Pillsbury, services as architect .....	196 20

#### BILLS TO BE PAID FROM SPECIAL APPROPRIATION.

American School Furniture Co., balance on blackboards .....	\$ 3 42
George Brand & Sons, teachers' desks and couch.....	124 50

#### REPORTS OF STANDING COMMITTEES.

The Committee on Auditing and Finance presented the following reports:

*To the Board of Education of the State of Illinois:*

Your Committee on Auditing and Finance, to whom was referred the report of Frank D. Marquis, Treasurer, with its accompanying vouchers, and showing a balance on hand of \$7,593.55, begs leave to report that it has examined the same and finds it correct. It recommends that the report be approved.

CHARLES L. CAPEN,  
WILLIAM R. SANDHAM,

*Committee on Auditing and Finance.*



*To the Board of Education of the State of Illinois:*

Your Committee on Auditing and Finance, to whom was referred the report of David Felmley, President, in account with the Library Fund, with its accompanying 27 vouchers, and showing account overdrawn by \$75.05, begs leave to report that it has examined the same and finds it correct. It recommends an appropriation to this fund of \$500 for the ensuing six months.

WILLIAM R. SANDHAM,  
CHARLES L. CAPEN,

*Committee on Auditing and Finance.*

A roll call being ordered on the adoption of the foregoing report, the yeas were 8 and the nays 0, and the report was adopted.

Those voting in the affirmative were: Messrs. Bayliss, Brown, Capen, Gastman, Harrington, Sandham, Walker, and Willard.

*To the Board of Education of the State of Illinois:*

Your Committee on Auditing and Finance, to whom was referred the report of David Felmley, President, in account with the Contingent Fund, with 114 vouchers and showing balance on hand of \$104.90, begs leave to report that it has examined the same and finds it correct. It recommends an appropriation to this fund of \$1,000 for the ensuing six months as asked for.

CHARLES L. CAPEN,  
W. R. SANDHAM,

*Committee on Auditing and Finance.*

A roll call being ordered on the adoption of the foregoing report, the yeas were 8, the nays 0, and the report was adopted.

Those voting in the affirmative were Bayliss, Brown, Capen, Gastman, Harrington, Sandham, Walker, and Willard.

*To the Board of Education of the State of Illinois:*

Your Committee on Auditing and Finance, to whom was referred the report of David Felmley, President, in account with the Biological Science Fund, with its 18 vouchers and showing balance on hand of \$80.92, begs leave to report that it has examined the same and finds it correct. It recommends an appropriation of \$150 for the ensuing six months.

CHARLES L. CAPEN,  
W. R. SANDHAM,

*Committee on Auditing and Finance.*

A roll call being ordered on the adoption of the foregoing report, the yeas were 8, the nays 0, and the report was adopted.

Those voting in the affirmative were Bayliss, Brown, Capen, Gastman, Harrington, Sandham, Walker, and Willard.

*To the Board of Education of the State of Illinois:*

Your Committee on Auditing and Finance, to whom was referred the report of David Felmley, President, in account with the Physical Science Fund, with its accompanying seven vouchers and showing balance on hand of \$116.31, begs leave to report that it has examined the same and finds it correct. It recommends an appropriation of \$200 for the ensuing six months.

CHARLES L. CAPEN,  
WILLIAM R. SANDHAM,

*Committee on Auditing and Finance.*

The roll being called upon the adoption of the foregoing report, it was adopted. Yeas, 8; nays, 0.

Those voting in the affirmative were Bayliss, Brown, Capen, Gastman, Harrington, Sandham, Walker, and Willard.

*To the Board of Education of the State of Illinois:*

Your Committee on Auditing and Finance, to whom was referred nine unpaid bills, beg leave to report that it has examined the same and finds them correct, and recommends that they be paid.

CHARLES L. CAPEN,  
W. R. SANDHAM.

*Committee on Auditing and Finance.*

The roll being called, resulted as follows: Yeas, 8; nays, 0; and the report was adopted.

Those voting in the affirmative were: Messrs. Bayliss, Brown, Capen, Gastman, Harrington, Sandham, Walker and Willard.

Mr. Capen introduced the following resolution, and moved its adoption:

*Resolved*, that the salary of Ben. Smock, engineer, from Jan. 1, 1904, be \$800 a year.

A roll call being had, resulted as follows: Yeas, 8; nays, 0, and the resolution was adopted.

Those voting in the affirmative were: Messrs. Bayliss, Brown, Capen, Gastman, Harrington, Sandham, Walker and Willard.

#### THE COMMITTEE ON TEACHERS AND SALARIES.

Mr. Walker, of the Committee on Teachers and Salaries, presented the following report which was adopted:

Your Committee on Teachers and Salaries desire to report as follows:

After careful investigation we appointed Isaac N. Warner principal of the practice school with a salary of \$1,200 for 42 weeks. He has had ten years' experience; two years in rural schools, five years in village schools, and three years as principal of one of the largest schools in Elgin.

Miss Mary Averett, teacher of geography, resigned in August on account of continued ill health. We secured Mr. Douglas C. Ridgely with a salary of \$2,000 per year of 39 weeks. He is a graduate of the Indiana Normal School and State University. He has taught three years in country schools, four years as principal of grammar schools, and eight years in high schools.

We recommend that the salary of Miss Caroleen Robinson of the kindergarten be increased \$15 per month for the remainder of the year.

We recommend that the president and the Committee on Teachers and Salaries be authorized to employ the required number of teachers for the summer school.

P. R. WALKER,  
G. B. HARRINGTON,

*Committee on Teachers and Salaries.*

THE COMMITTEE ON TEXT BOOKS AND COURSE OF STUDY.

The Committee on the Practice Department, acting, by direction of the chair, for the Committee on Text Books and Course of Study, reported as follows:

The Committee on Practice Department to whom was referred the work of the Committee on Text Books and Course of Study, approve the requirement of rhetorical work in societies or special classes to be organized under direction of the faculty. Also approve the recommendation of the faculty that the six weeks heretofore devoted to the Theory of Physical Culture be hereafter added to course 1, in reading.

WILLIAM R. SANDHAM,  
J. STANLEY BROWN.

The Board concurred in the foregoing report:

Mr. Bayliss moved that the Committee on Buildings and Grounds be authorized to employ a gardener in accordance with the recommendation of the president of the university, which motion prevailed without dissent.

Mr. Walker moved that the sum of \$300, or so much thereof as may be needed, be appropriated for the preparation of a suitable exhibit of the work of the university at the Louisiana Purchase Exposition.

The roll call resulted as follows: Yeas, 6; nays, 2; and the motion prevailed.

Those voting in the affirmative were: Messrs. Bayliss, Brown, Harrington, Sandham, Walker and Willard.

Those voting in the negative were: Messrs. Capen and Gastman.

Mr. Walker moved that a sum not exceeding \$300 be appropriated for supplies and material for the manual training department, as recommended by the president of the university in his report.

The roll call resulted as follows: Yeas, 8; nays, 0; and the motion prevailed.

Those voting in the affirmative were: Messrs. Bayliss, Brown, Capen, Gastman, Harrington, Sandham, Walker, and Willard.

At the hour of 11:45 a. m., Mr. Brown moved to adjourn.

The motion prevailed, and the board adjourned.

ALFRED BAYLISS,

*Secretary.*

ENOCH A. GASTMAN,  
*President.*